



City of Culver City

Staff Report

File #: 16-160, Version: 1

Item #: A-3.

CC - (1) Discussion of Revisions to Request for Proposals (RFP) for Consultant Services to Conduct a Visioning Study for the Culver City Transit Oriented Development (TOD) District; and (2) If Desired, Authorization to Release the RFP; and (3) Direction to City Manager as Deemed Appropriate.

Meeting Date: 09/12/2016

Contact Person/Dept: Sol Blumenfeld/Community Development

Phone Number: (310) 253-5700

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing: **Action Item:**

Attachments: Yes No

Commission Action Required: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (09/07/16);

Department Approval: Sol Blumenfeld CDD Director (08/31/16)

RECOMMENDATION

Staff recommends the City Council (1) discuss final revisions to the draft Request for Proposals (RFP) for consulting services to conduct a visioning study for the Culver City Transit Oriented Development (TOD) District; and (2) if desired, authorize the release of the RFP; and (3) provide direction to the City Manager as deemed appropriate.

BACKGROUND:

On May 9, 2016, the City Council directed staff to conduct a visioning study for the TOD District around the Culver City Expo Station that can be used to inform the planning, design and operation of future TOD projects and identify area mobility improvements (Study). The direction for the Study included:

- Description of TODs through the visioning process with the community;
- Identification of long term goals for what is proposed to be accomplished;
- Identification of real transportation alternatives to address area traffic concerns including

broader use of b-tap cards and dedications necessary for bike lanes; and

- Issuance of an RFP for planning consultant services with traffic engineer expertise.

On July 11, 2016, the Council reviewed a draft RFP and provided additional direction including:

- Referencing the elimination of cut through traffic by examining similar conditions in other cities and developing related solutions;
- Using of the Study to help inform the General Plan Update, but not duplicating the work in the Update;
- Keeping to a schedule;
- Including key stakeholders, (i.e. residents, member(s) of the Bicycle Pedestrian Advisory Committee - BPAC) for “neighborhood feedback” in the Study;
- Incorporating the concepts of “multi-modal transportation,” “affordable housing” and “Cap and Trade” relative to area density;
- Examining traffic related to growth over time;
- Examining branding in the TOD;
- Examining “cohesion of design” in the TOD District;
- Examining candidate firm experience related to project outreach measures;
- Working with a TOD City Council Ad-Hoc Subcommittee to finalize the document.

DISCUSSION:

Staff and the TOD Council Subcommittee have met to refine the draft RFP and the final edits are summarized below:

Proposed Changes and Additions by Section:

SECTION I - PROJECT DESCRIPTION

Purpose of the Visioning Study

- Added the following language: The Study will help inform future TOD branding, development goals, and affordable housing needs as related to transit use and future work on the City’s General Plan Update.

SECTION II - SCOPE OF SERVICES

1. Background Review & Goals and Objectives

- Added a reference to City staff and key stakeholders;
- Added the following language: Examine existing and proposed land uses to identify potential traffic and circulation considerations.

2. Existing Conditions Analysis:

- Added the following language: In addition, provide a multimodal assessment of existing traffic conditions and provide related recommendations.
3. Community Engagement:
- Added the following language: The workshops and walkshops should engage as many members of the community as possible including, local resident stakeholders, BPAC, area businesses, developers and transit riders.

SECTION IV - PRELIMINARY PROJECT SCHEDULE

- Revised Dates

SECTION V - SERVICES / INFORMATION PROVIDED BY THE CITY

- Added a reference to City Affordable Housing Programs

SECTION VI - PROPOSAL SUBMITTAL REQUIREMENTS

Firm Qualifications:

- Added the following language: “and specific experience with community outreach and engagement.”

FISCAL IMPACT

The cost to conduct a visioning process will be determined through review of proposal work scopes. The fiscal impact of proceeding with the visioning process will be presented for City Council consideration in the consultant selection process.

ATTACHMENTS:

1. Draft RFP

MOTIONS:

That the City Council:

1. Discuss the revised draft RFP; and

2. If desired, authorize the release of the RFP; and

3. Provide other direction to the City Manager as deemed appropriate.